

# Instructions for Prerequisite Essay

## *NCJA Leadership Institute*

### Session #1 – Spring 2020

During the prerequisite online course, you were asked to read two books on leadership; *Lincoln on Leadership* (Phillips) and *It's Your Ship...* (Abrashoff). Based on your comprehension of the two focal leaders of these books, choose at least two traits from each of them (good or bad) and discuss how those traits impacted their effectiveness as leaders. Include in your discussion on both leaders any similarities between their styles of leadership and that of your own.

This should be approached from an academic perspective and written using proper grammar and punctuation. Include a cover page and an “endnotes” section citing appropriate references. In addition to the two books mentioned, you should reference at least **three** additional sources (online sources are permitted; however this does not include Wikipedia or similar non-validated sites). Please adhere to the following additional criteria:

- Font size #12
- Font style Times New Roman
- Margins one-inch on either side
- Single-spaced with proper use of paragraphs
- Endnotes and citations may adhere to any professional writing style (APA, Chicago/Turabian, etc.) as long as you correctly cite your references.
- Length of paper must be at least 1500 words, but should not exceed 2000

Once completed, please save your paper as a Microsoft Word Document. It should be attached to your online registration in the academy portal (Acadis) at the same time you attach all other prerequisite documents. Please do not assign a password to open the paper. If it cannot be opened and graded, it cannot be considered.

Your paper is graded based on content (up to 50 points), proper spelling, grammar, and punctuation (up to 30 points), and follows all other criteria (up to 20 points).

\*Your final grade is compared with those of other candidates and used along with other factors in considering acceptance into NCJA-LI. If you have remaining questions about the expectations of the essay or the program, please contact the course coordinator, Kevin Tingen, at [ktingen@ncdoj.gov](mailto:ktingen@ncdoj.gov), or 910-525-4158, ext. 230.